



***MINUTES OF THE REGULAR BOARD MEETING***  
***September 27, 2023***

**PRESENT:** Benjamin W. Jones, CEO; Jason Hillaert, CFO; Scott Holbert, Esquire; Steven Hartman, P.E; Anne M. O'Toole, Executive Assistant and Sarah Schaffer, Administrative Assistant

**VIA ZOOM:** John Cordisco, Bryan Allen, Patricia Poprik, Michael Schwartz and Raymond Richardson

**CALL TO ORDER:**

The BCWSA's Chairman, John Cordisco, called the Regular Meeting of BCWSA to order at 9:30 A.M.

**PLEDGE ALLEGIANCE:**

Those present, pledged allegiance to the flag.

**PUBLIC COMMENT:** None

**MINUTES:**

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Minutes of the BCWSA's Regular Board Meeting held on August 23, 2023. (Minutes are attached to the Minute Book)

**REPORT OF THE CEO: Benjamin W. Jones**

***-Construction Agreement; Upper Dublin Township-***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved the Agreement between BCWSA and John and Helene Pope associated with the proposed installation of sanitary sewer at their residence located at 1040 North Limekiln Pike, in Upper Dublin Township. (agreement is attached to the Minute Book)



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***-Sewer Service Agreement; Warrington Township-***

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Sewer Service Agreement and the Tripartite (Set Aside) Agreement between BCWSA & Walnut Creek Acquisitions, LP and the Third Amendment to the Intermunicipal Authorities Agreement with Montgomery Township Municipal Authority. The agreements are for the proposed construction of 22 single family homes (1 existing) known as Laurel Crossing in Warrington Township. (agreement is attached to the Minute Book)

***-Sewer Service Agreement; Warrington Township-***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved the Sewer Service Agreement and the Tripartite (Set Aside) Agreement between BCWSA and DeLuca Warrington, LLC for the proposed construction of 30 townhomes (1 existing) known as the Barclay Hill Development in Warrington Township. (agreement is attached to the Minute Book)

***-Reservation of Capacity Agreement (ROC); Richland Township***

Ms. Poprik moved Mr. Richardson seconded the motion that unanimously approved the ROC Agreement between BCWSA and Heller Road Associates, LLC for the proposed construction of a new manufacturing facility on Heller Road requiring the purchase of eight (8) EDUs in Richland Township. (agreement is attached to the Minute Book)

***Additional Sewer Service No Improvements; Warrington Township-***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved the Additional Sewer Service No Improvements Agreement between BCWSA and Warrington Easton, LLC for the proposed expansion of an existing Wawa convenience store requiring the purchase of four (4) additional EDUs in Warrington Township. (agreement is attached to the Minute Book)

***-Sanitary Sewer Easement Agreement; Bristol Township-***

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Sanitary Sewer Easement Agreement between Sandalwood Hotel Development, LLC and BCWSA associated with the existing sewer mains located at or near 1199 Pacific Avenue, in Bristol Township. (agreement is attached to the Minute Book)



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***-Sanitary Sewer Easement Agreement/ Deed of Dedication; Richland Township-***

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Sanitary Sewer Easement Agreement between BCWSA and the Arborview Development LLC and accept dedication of the sanitary sewer facilities at the Twin Lakes Subdivision in Richland Township. (agreements are attached to the Minute Book)

***-Water Connection Agreement; Lower Southampton Township-***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved the Water Connection Agreement between BCWSA and Blundin Builders Inc., for the proposed construction of five (5) single family homes (demolish existing structure) requiring the purchase of four (4) water connections in Lower Southampton Township. (connection agreement is attached to the Minute Book).

***-Grinder Pump Maintenance Agreement; Warrington Township-***

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Grinder Pump Operation & Maintenance Agreement (O&M) between BCWSA and Warrington Township associated with the maintenance of a grinder pump located at 10 Folly Road installed by Warrington Township. (agreement is attached to the Minute Book)

**ENGINEERS REPORT**

***Gilmore & Associates; No Report Submitted***

***Carroll Engineering Corporation***

Mr. Hartman, P.E., reviewed the Consulting Engineer's Report dated 09/21/23. (copy is attached to the Minute Book)

***Neshaminy & Poquessing Interceptor***

***-Neshaminy Interceptor Lining (Contract S-46A)***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved Change Order No. 4 for Contract S-46A increasing the Contract amount by \$512,458.42. Change Order



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represents the final adjustments due to time delays, additional materials and permitting and was, recommended by the Consulting Engineer.

Ms. Poprik voiced concern about the amount of the Change Order and asked with all of the additional costs created, if the second low bidder would have been eligible to win the award. Mr. Hartman stated that because of all of the additional costs created by the added work required due to the time delays, added materials and permitting, it would not be applicable. Mr. Jones added that the solicitor, engineer and staff met with the contractor and were able to reduce some of the original costs.

Mr. Allen questioned the amount of the original Change Order. Mr. Hartman stated the original Change Order submitted was approximately \$700,000.00.

### **SOLICITOR'S REPORT: Scott Holbert, Esquire**

#### ***Executive Session:***

Mr. Holbert, Esquire stated that the Board met in Executive Session for approximately Thirty (30) Minutes prior to the start of the Board Meeting to discuss two (2) separate matters of litigation. No action was required by the Board of Directors.

#### ***-Lease Agreement; Solebury Township***

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Cell Phone Tower Lease Agreement with Dish Wireless, LLC associated with the installation of cellular equipment on the Solebury water tank at the Sugan Road location in Solebury Township. (agreement is attached to the Minute Book)

Ms. Poprik questioned the location of the water tank and asked if it was the tank by the fire company. Mr. Holbert stated yes.

Mr. Schwartz asked if the 3% annual increase would be locked in for the additional four (4) terms. Yes, it will be locked in for the additional four terms, if applicable.

#### ***-Billing Services Agreement-***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved the extension of the Billing Services Agreement with Doxim (formerly Level One) associated with all services related to billing. (agreement is attached to the Minute Book)



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**REPORT OF THE CFO/CONTROLLER**

***-Bills for Payment-***

Jason Hillaert, CFO presented a List of Bills that were prepared by in-house staff and he recommended Board approval.

Ms. Poprik moved, Mr. Richardson seconded the motion that unanimously approved the Bills for Payment dated 09/27/23. (list of bills is attached to the Minute Book)

***-BCWSA Water & Sewer System Budgets-***

Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously approved the BCWSA Water and Sewer System Budgets for the Year 2024 with no anticipated increases. (budgets are attached to the Minute Book)

***Pennsylvania Municipal Retirement System (PMRS)***

***2024 Defined Benefit Plan (DB) and the 2024 Cash Benefit Plan Minimum Municipal Obligation***

Mr. Hillaert presented the 2024 Defined Benefit (DB) Plan (MMO) and the 2024 Cash Balance (CB) Plan (MMO) to the Board of Directors. A copy of the plans was provided to the Board of Directors and no Board action was required by the Members. (2024 MMO's are attached to the Minute Book)

Ms. Poprik questioned the payment for the Defined Benefit plan and how many employees are on the plan. Mr. Hillaert stated that the Minimum Municipal Obligation based on the Actuarial Valuation is \$1,832,652.00 estimated on our 2024 payroll and the pension is fully funded. BCWSA's contribution includes approximately eighty-five employees and all retired employees.

All new employees contribute to the Cash Benefit program.

**OLD BUSINESS:**

**NEW BUSINESS:**



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### ADJOURNMENT:

There being no further business to be presented to the Board, Ms. Poprik moved, Mr. Schwartz seconded the motion that unanimously adjourned the meeting.

10-25-23  
DATE

P.K. Poprik  
SECRETARY

***NEXT REGULAR BOARD MEETING; October 25, 2023 9:30 AM***



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